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Patrons of Husbandry.

Indiana State Grange.

Constitution, by-laws and
rules of order of the--



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CONSTITUTION,
BY-LAWS
AND
RULES OF ORDER
OF THE

Indiana State Grange

—OF—

Patrons of Husbandry,

1876

GRANGE NO.....

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INDIANAPOLIS:
INDIANA FARMER OFFICE.
1876.

NOTE.

Article XIX of the last edition of the Constitution, which reads as follows:

"Any Grange whose charter has been revoked may appeal to the State Grange, at any regular meeting, asking for reinstatement, and the State Grange shall have power to reinstate such Grange, subject to such a penalty as may seem just,"

was stricken out by the Committee on Revision, on account of its conflicting with sections 1 and 2, Article XVII, of the By-Laws of the National Grange.

HENLEY JAMES, Master.

ARCHIBALD JOHNSON, Overseer.

Committee on Revision.

Conditional Amendment.

The following amendment to the Constitution of the Indiana State Grange, will take effect on and after the adoption of the 9th and 11th amendments of the Constitution of the National Grange, proposed at the Ninth Annual Session of that body:

The Secretary of each Subordinate Grange shall report quarterly to the State Grange the names of all persons initiated during the quarter, and pay to the Secretary of the State Grange 50 cents for each man and 25 cents for each woman initiated during the quarter, also a quarterly due of 3 cents for each member, and said report to be approved and forwarded at the first session of the Grange in each quarter.



Patrons of Husbandry.

Constitution of the Indiana State Grange.

ARTICLE I.

This Grange shall be known and distinguished as the "INDIANA STATE GRANGE OF THE PATRONS OF HUSBANDRY," and in all its acts shall be subject to the Constitution of the National Grange.

ARTICLE II.

The members of the State Grange shall be Masters and Past Masters of the Subordinate Granges of the State.

ARTICLE III.

This Grange shall hold regular annual meetings on the second Tuesday in December, at such place as the Grange may by vote decide. Special meetings may be called by the Master and Secretary, by giving written notice to each Subordinate Grange thirty days preceding, or by a vote of the Grange at a regular meeting.

ARTICLE IV.

Forty members shall constitute a quorum for the transaction of business.

ARTICLE V.

It shall be the duty of the Master to open and preside at all meetings of the Grange, and in conjunction with the Secretary, call special meetings of the Grange.

ARTICLE VI.

It shall be the duty of the Overseer to assist the Master in preserving order, and he shall preside over the Grange in the absence of the Master. In case of a vacancy of the office of Master, he shall fill the same until the next annual meeting.

ARTICLE VII.

The duties of the Lecturer shall be such as usually devolve upon that officer in a Subordinate Grange.

ARTICLE VIII

It shall be the duty of the Steward to have the charge of the inner gate, and to preside over the Grange in the absence of the Master and Overseer.

ARTICLE IX.

The Assistant Steward shall assist the Steward in the performance of his duties.

ARTICLE X.

The Secretary shall keep an accurate record of all the proceedings of the Grange; make out all necessary returns to the National Grange; keep the accounts of the Subordinate Granges with the State Grange; receive and pay over to the Treasurer all moneys, and take a receipt for the same.

ARTICLE XI.

It shall be the duty of the Treasurer to receive all moneys from the hands of the Secretary, giving his receipt for the same; to keep an accurate account thereof and pay them out on the order of the Master, with the consent of the Grange; he shall render a full account of his office at each annual meeting, and deliver to his successor in office all moneys, books, and papers pertaining to his office, and he shall give bonds in a sufficient amount to secure the money that may be placed in his hands, subject to the approval of the State Grange.

ARTICLE XII.

It shall be the duty of the Gate Keeper to see that the gates are properly guarded.

ARTICLE XIII.

All elections shall be by ballot, and a majority vote elects.

ARTICLE XIV.

All Committees, unless otherwise ordered, shall consist of three members, and shall be appointed as follows; two members by the Master and one by the Overseer.

ARTICLE XV.

At the regular annual meeting a Committee on Finance shall be appointed, whose duty it shall be to audit all accounts previous to their being paid. To them shall be referred the reports of the Secretary and Treasurer for examination.

ARTICLE XVI.

At the first annual meeting six members shall be elected by ballot, three of whom shall hold their office for two years, and three for one year, their several terms of service to be determined by lot; and at each annual session thereafter, there shall be chosen three members of said committee who shall take the place of the retiring members. The duties of this committee shall be confined to business, and in the recess of the Grange they may suggest or adopt such regulations as may seem necessary and expedient for the welfare of the Order.

ARTICLE XVII.

The annual year of this and Subordinate Granges shall commence on the 1st day of January and end on the last day of December of each year.

proper to the presiding officer of a deliberative body; to inspect and announce the result of all balloting and other votes of the Grange; see that all the laws and usages of the Order are duly understood and obeyed; to sign all orders drawn on the Treasurer with the consent and approbation of the Grange, and perform such other duties as may be required by the Ritual or Grange, properly devolving upon that office.

SEC. 2. *Overseer*.—It shall be the duty of the Overseer to assist the Master in preserving order and decorum in the Grange, preside in the absence of the Master and perform all other duties devolving upon that office.

SEC. 3. *Lecturer*.—It shall be the duty of the Lecturer to always be prepared with some useful information to read or cause to be read, when no regular business is before the meeting, and see particularly that all addresses, lectures and other information provided for the good of the Order and members of this Grange, are distributed to them.

SEC. 4. *Steward*.—It shall be the duty of the Steward to preside in the absence of the Master or Overseer; to have charge of the Inner Gate; to see the field is properly arranged for labor; the working tools in their places; to conduct the ballot; to provide for the introduction and accommodation of candidates.

SEC. 5. *Assistant Steward*.—It shall be the duty of the Assistant Steward to have charge of the candidates during initiation, and to see that all regalias are

properly distributed and cared for; also to give all due assistance to the Steward.

SEC. 6. *Treasurer*.—It shall be the duty of the Treasurer to receive all moneys from the hands of the Secretary, giving his receipt for the same; to keep accurate account of said moneys, and pay them out on the order of the Master, with the consent of the Grange; to render his books and a statement of his accounts with the Grange to the Finance Committee when called upon to do so; and to deliver to his successor all moneys, books, vouchers, etc., having reference to the finances of the Grange; to report quarterly, and pay to the Treasurer of his State Grange the sum of one dollar for each man and fifty cents for each woman initiated during that quarter; also, a quarterly due of six cents for each member.

SEC. 7. *Secretary*.—It shall be the duty of the Secretary to record accurately all the proceedings of the Grange; to make out all necessary returns for the State and National Granges; to keep accounts of members with the Grange; to receive and pay over to the Treasurer all moneys, taking his receipt therefore; to draw and countersign all orders voted by the Grange, and to preform such other duties as may devolve upon that office.

SEC. 8. *Gate Keeper*.—It shall be the duty of the Gate Keeper to see that the Gates are properly guarded, and to perform such other duties as may be required.

ARTICLE 5.—*Application for Membership.*

SECTION 1. Application for membership must be made in the form prescribed by the National Grange, and when made shall be announced in open Grange, and referred to a Committee of investigation, consisting of three brothers or sisters, two appointed by the Master and one by the Overseer, which shall take the application in charge, and report at the next regular meeting.

ARTICLE VI.—*Fees and Dues.*

SECTION 1. The fees for conferring four degrees for males in this Grange shall be five dollars, which shall accompany the petition.

The fees for conferring the four degrees on women shall be two dollars, the money to accompany the petition in all cases. No donation shall be made to the party admitted of any portion of the amount received for the degrees.

SEC. 2. The regular dues of this Grange shall be ten (10) cents per month for each member.

ARTICLE VII.—*Committees.*

SECTION 1. All special committees, unless otherwise ordered, shall consist of three members each.

SEC. 2. The Master, on the night of his installation, shall appoint the following standing committees: A Committee on Finance, and a Committee on Relief. Committee on Finance to consist of three members. Committee on Relief to consist of six members.

SEC. 3. It shall be the duty of the Committee on Finance to inspect and approve all bills and accounts previous to their being presented to the Grange, and they shall be authorized to examine the books and accounts of any officer, or member of any committee of the Grange, whenever they think proper, and shall report as speedily as possible on all matters they may have in hand.

SEC. 4. The Committee on Relief shall consist of the Master and six other members—three brothers and three sisters. It shall be the duty of the male members of the committee to visit sick brothers within twenty-four hours subsequent to the report of such sickness being received, and render them, during their illness, such assistance as may be necessary. It shall be the duty of the female members of the committee to visit sick sisters, and afford them all the assistance in their power. The Committee on Relief may call on the other members of the Grange, in the order of names on the Secretary's book, to assist in taking care of sick brothers or sisters.

SEC. 5. At the first regular meeting in each year, there shall be elected by ballot, three Trustees, who shall have charge of all property of the Grange, as well as all business in which the Grange shall have an interest.

ARTICLE VIII.—*Charges.*

SECTION 1. If at any time it shall appear that a member, by his or her general conduct, either morally

or otherwise, shall be working against the best interests of the Order, charges may be preferred against the offending member, in accordance with the provisions of the following article, and they may be expelled, or subjected to such penalties as the majority of the Grange may direct.

SEC. 2. In no case shall members of a Grange enter into a litigation with each other until they shall have presented a plain statement of their difference to the Trustees of their Grange, or to a committee, or it may, by action of the Grange, be referred to the nearest Grange, and shall have allowed them an opportunity to adjust them, if possible. Any member violating the provisions of this section shall be liable to expulsion.

ARTICLE IX.—*Suspensions, Withdrawals, etc.*

SECTION 1. No member of this Grange shall be suspended or expelled from membership except for non-payment of dues, as provided for in Article IX, Section 3, unless charges are preferred in writing, duly specifying his offense, presented by a brother or sister in good standing, and the accused being allowed full opportunity to make his or her defense.

SEC. 2. It shall be the duty of the Secretary of each Subordinate Grange to notify the Secretaries of all the other Granges within eight (8) miles, of the suspension or expulsion of any member, or members, within ten (10) days after said action.

SEC. 3. Any member being delinquent one quarter, shall not be allowed to participate in the business of the Grange; and any member two quarters in arrears shall be deprived of the privilege of visiting the Grange, and any member delinquent three quarters shall be suspended, and such member may be reinstated on full

payment of back dues by a majority vote of the Grange.

SEC. 4. Any member clear of charges desirous of withdrawing from this Grange, must pay all indebtedness thereto, and obtain the consent of the Grange.

ARTICLE X.—*Amendments.*

All propositions for amending or repealing these By-Laws, or any part of them, shall be presented in writing, at a regular meeting, and shall lie over until the next regular meeting, when they may be acted upon, if agreed to by two-thirds of all the members present.

ARTICLE XI.

An Ancient Patron is one who has lost his or her membership, but not his or her good standing as a Patron.

ARTICLE XII.

Any Ancient Patron may be admitted to membership in a Grange by paying one-half the fees required of a new applicant.

Rules of Order.

1. When the presiding officer takes the chair, the officers and members shall take their respective stations, and at the sound of the gavel there shall be a general silence. The Grange shall then proceed to open in regular form.

2. No question shall be stated unless moved and seconded, or be open for consideration until stated by the Master. And when a question is before the Grange, no motion shall be received, unless to close; to lay on the table; the previous question; to postpone; to refer; or to amend. They shall have precedence in the order in which they are arranged, the first three of which shall be decided without debate.

3. Any member may call for a division of a question, when the cause of it will permit.

4. The yeas and nays may be ordered by the Master, on the call of any member, duly seconded.

5. After any question (except one of indefinite postponement) has been decided, any member who voted in the majority may, at the same or next meeting, move for a reconsideration thereof; but no discussion of the main question shall be allowed, unless reconsidered.

6. No member shall speak more than once on the same subject, until all the members wishing to speak have had an opportunity to do so, or more than twice without permission from the chair. And no member, while speaking, shall name another by his or her proper name, but shall use the appropriate designation belonging to his or her standing in the Grange.

7. The Master or any member may call a brother or sister to order while speaking; when the debate shall be suspended, and the brother or sister shall not speak until the point of order be determined, unless to appeal from the chair, when he or she may use the words following, and no others: "Master, I respectfully appeal from the decision of the chair to the Grange." Whereupon the Grange shall proceed to vote on the question; "Will the Grange sustain the decision of the chair?"

8. When a brother or sister intends to speak on a question, he or she shall rise in their place and respectfully address his or her remarks to the Worthy Master, confining him or herself to the question, and avoid

personality. Should more than one member rise to speak at the same time, the Worthy Master shall determine who is entitled to the floor.

9. When a brother or sister has been called to order by the Worthy Master for the manifestation of temper or improper feelings, he or she shall not be allowed to speak again on the subject under discussion in the Grange at that meeting, except to apologize.

10. On the call of five members, a majority of the Grange may demand that the previous question shall be put, which shall always be in this form: "Shall the main question be now put?" And until it is decided, shall preclude all amendments to the main question, and all further debate.

11. All motions or resolutions offered in the Grange shall be reduced to writing, if required.

12. When standing or special Committees are appointed, the individual first named is considered as the Chairman, although each Committee has a right to elect its own chairman. Committees are required to meet and attend to the matters assigned them with system and regularity, and not by a separate consultation, or in a loose and indefinite manner.

13. The Worthy Master, by virtue of his office, may attend all meetings of Committees, take part in their deliberations (without voting however), and urge them to action. In the appointment of Committees, the Worthy Master, who should ever preserve a courteous and conciliatory deportment to all, not overlooking the humblest member, has many opportunities for bringing humble merit into notice, and of testing and making available the capabilities of those around him. He should carefully avoid both petulancy and favoritism, and act with strict impartiality.

Rules and Regulations

FOR THE GOVERNMENT OF SUBORDINATE GRANGES,
ADOPTED BY THE STATE GRANGE NOV. 27, 1873.

1. *Deputies.*—The Worthy Master of the State Grange shall appoint a sufficient number of Deputies, who shall be Masters or Past Masters, and who have made themselves familiar with the work of the Order, whose duty it shall be to organize new Granges on application made to them by those desiring such an organization, and shall be vigilant that no disorder shall obtain in the Granges under their jurisdiction, and shall promptly report any such disorder to the Master. No other Granges shall be recognized except those organized by Deputies so appointed, or by the Master or Secretary of this State Grange. Such Deputies shall also act as Lecturers for their respective counties, and shall act in harmony with the Lecturer of the State Grange and be auxiliary to him in his duties.

2. Deputies are strictly forbidden to receive as charter members any persons who are not directly interested in Agricultural or Horticultural pursuits.

3. No new Grange shall be organized within less than four miles of another Grange without first obtaining the consent of the Grange or Granges whose jurisdiction is interfered with. All persons petitioning for

a Charter must reside nearer the proposed Grange than to any other.

4. Every Grange possesses the right to adopt By-Laws for its own government, provided such By-Laws do not conflict with the Constitutions of the National and State Granges and with these regulations.

5. *Charters.*—Every new Grange must work a reasonable time and make at least two quarterly reports to the Secretary of the State Grange before it can receive a Charter.

6. A proposition to surrender a Charter, or dispensation, must be made in writing at a stated meeting, and if seconded by a majority of the members present shall lie over until the next stated meeting.

7. At the next stated meeting, and not thereafter, said proposition may be called up, and a vote being taken thereon, the Charter shall not be surrendered, if voted against by thirteen members. Should the Charter be surrendered, the Worthy Master shall take possession thereof, together with all moneys and other property of the Grange, and forward to the Master of the State Grange an inventory of the same, with his certificate of such surrender.

9. Should a Grange cease to exist from any cause whatever, it shall be the duty of the Worthy Master to forward to the Secretary of the State Grange the names of all its members, together with the account current of each one, and any such member, on payment to the Secretary of the State Grange of all dues charged against him or her, shall receive from the Secretary a

certificate of such former membership and the dissolution of said Grange, which certificate shall be equivalent to a demit.

10. Elections for officers must be held annually at the last stated meeting in December.

11. All elections must be by ballot in a Grange opened in the fourth degree, and a majority of the votes cast shall be necessary to elect.

12. If a Grange fails to elect its officers, as provided for in Sec. 10, the officers last installed shall continue in the discharge of their respective duties until their successors shall have been elected and installed.

13. Should a vacancy occur in any office by death, resignation or otherwise, it shall be competent for the Grange to hold a special election to fill such vacancy.

14. Any officer of the Grange may resign his or her office, in which case the Worthy Master shall fill such vacancy by appointment until filled by election as provided in Sec. 13; but should the office of Worthy Master become vacant, either by resignation or otherwise, the officer next in rank shall succeed to his rights, powers and duties.

15. *Installations.*—Every officer of a chartered Grange must be installed before exercising any of the functions of his or her office.

16. Officers must be installed at the first stated meeting in January, or as soon thereafter as practicable, except in cases of special election, when they shall be installed immediately. The installation must be con-

ducted by a Master or Past Master in good standing in a regular Grange.

17. Granges may have a public installation of officers according to the usual form.

18. *Rights and Duties of Officers.*—It shall be the duty of the Worthy Master to see that the Constitutions, Rules and Regulations of the State and National Granges, as well as the By-Laws of his own Grange, are strictly observed; that accurate records of the proceedings of his Grange are regularly kept; that just accounts of all financial matters are properly rendered; that returns are made to the State Grange according to the forms furnished and forwarded to the Secretary at the beginning of each quarter; that the dues to the State Grange are promptly paid; that each officer and member of his Grange performs the duties of his or her station faithfully; that all ceremonies of his Grange are performed with solemnity and decorum, according to the ritual of the National Grange, avoiding all trifling and levity, and that the records of his Grange are signed by him and attested by the Secretary.

19. In the absence of the Worthy Master the Overseer will succeed to his duties. In the absence of the Worthy Master and Overseer the Steward shall preside. In the absence of all the above officers no business can legally be done.

20. Any work performed, ceremony administered, or decision made by the Overseer or Steward when presiding, will be as legal as though done by the Worthy Master.

21. The Worthy Master, or presiding officer, may, after calling his Grange to order, waive the right to preside in favor of any competent Brother present.

22. *Meetings.*—All meetings of the Grange are either stated or called.

23. Stated meetings are those provided for at fixed periods in the By-Laws, and can not be called to meet at any other time.

24. Called meetings are those convened by the Worthy Master, or presiding officer, at which time no business can be transacted except that for which the Grange has been called, and, so far as practicable, each member must have notice of the meeting and its objects. Should any Grange fail to meet for six months, consecutively, it will thereby forfeit its charter, unless such suspension of work be by permission of the Worthy Master of the State Grange.

25. *Eligibility of Petitioners.*—Granges are prohibited from initiating any candidate who is under the age of sixteen years (male), or sixteen years (female), and from initiating or passing to the higher degree any one who is not directly interested in agricultural or horticultural pursuits.

26. No Grange shall receive a petition for initiation from any one who has been rejected by another Grange, without unanimous consent of such Grange, until at least six months after such rejection.

27. *Applications for Membership.*—All applications for initiation must be made in the form prescribed by the National Grange, signed by the petitioner and

recommended by at least two members of the Grange.

28. Petitions must be presented at a stated meeting, referred to a committee for investigation, and then lay over at least two weeks.

29. An application may be withdrawn by consent of the Grange at any time before a ballot has been taken thereon.

30. *Membership.*—No Grange can receive to membership a Brother or Sister until he or she shall have demitted from the Grange of which he or she was a member, unless such Grange shall have ceased to exist, in which case he or she may be received.

31. A Brother or Sister free from charges, may, for reasons satisfactory to themselves, upon application to the Grange, and payment of all dues, demit therefrom.

32. No person can be a member of more than one Grange, except as provided in section

33. *Honorary Members.*—A Grange may elect to honorary membership a member of another Grange who may have merited the distinction by long or eminent services to the Order.

34. Such honorary membership will confer upon the recipient the right to participate in all the labors of the Grange, except to vote and hold office, but shall not subject him or her to the payment of dues.

35. *Balloting.*—In the balloting for initiation every member present must vote, and should three negative votes appear, the Worthy Master shall declare the applicant rejected.

36. After an applicant has been rejected the case

can come before the Grange again only by petition, as in the first instance, and lay over at least two weeks.

37. No debate must be allowed after a ballot has been ordered, and no inquiry permitted or statement made as to the character of any one's vote.

38. The ballot alone decides the question of admission of a candidate, whether the committee report favorably or unfavorably.

39. A vote on the investigation of charges, or to inflict a penalty, must be by ballot, and a majority of all the votes cast shall be necessary to find guilty or to affix the penalty.

40. A vote by ballot can in no case be reconsidered, except in finding guilty or affixing a penalty in case of trials.

41. In all cases not hereinbefore mentioned, the vote may be taken by ayes and noes, or by show of hands, and a majority of all votes cast shall decide.

42. All ballotings for initiation or membership must be at stated meetings.

43. *Work and Business.*—All work or business of a Grange, except conferring the inferior degrees, must be done in a Grange opened in the fourth degree.

44. Before proceeding to the work of any degree, the Grange may be opened in that degree with the appropriate ceremonies; and when the work for which the Grange was opened has been performed, it must be closed with the appropriate ceremonies.

45. All business presented must be taken up in such order as the Worthy Master may determine.

46. In all discussions personal reflections and all allusions to political or sectarian topics are prohibited.

47. In the consideration and decision of any subject, no one must be allowed to speak more than twice upon any one point without permission of the Worthy Master, except to explain, and must confine himself to the subject under consideration.

48. When, in the judgment of the Worthy Master, a subject has been sufficiently discussed, and he rises to put the question, all debate must cease.

49. *Ceremonies.*—In conferring the several degrees the ceremonies must conform to the ritual adopted by the National Grange.

50. It is the duty of every Grange to perform the funeral rites of the Order at the burial of a member, unless objection be made by immediate friends, or have been made by the deceased.

51. *Right to Visit.*—No visitors can be admitted except they be vouched for by the Overseer, by a committee of examination, or by a Brother or Sister, who have sat with them in a Grange opened in a degree as advanced as that to which they seek admission.

52. Any Brother or Sister who, for a period of three months, shall reside within this State and fail to attach him or herself with some regular Grange, thereby deprives him or her of the right to visit a Grange, to a burial by the Order, or to participate in any of its public ceremonies.

53. *Quarterly Reports.*—The quarterly reports to the State Grange must be made by each Subordinate

Grange up to the end of each quarter, and promptly forwarded to the Secretary of the State Grange, a duplicate of which report shall, at the same time, be forwarded to the Treasurer of the State Grange.

54. The first quarter closes on the thirty-first (31) day of March, the second quarter on the thirtieth (30) day of June, the third quarter on the thirtieth (30) day of September, and the fourth on the thirty-first (31) day of December in each year.

55. A failure to report and pay dues for two quarters shall deprive the Grange of the right to be represented in the State Grange.

56. *Offenses and Penalties.*—Whatever is a breach of good morals, contrary to the precepts of the Holy Scriptures, or violation of the laws of this State, or of the United States, is an offense against the principles of the Patrons of Husbandry, and must be promptly dealt with.

57. Any kind of betting or gambling whereby anything of value may be lost or won must not be tolerated.

58. Any member who disobeys the order of the Worthy Master, or in any manner disturbs the harmony of the Grange, must be held to a strict account therefor.

59. Communicating the proceedings of a Grange to persons not members of the Order, is an offense. If done by a visitor it shall bar his or her right to visit that Grange, and if done by a member, the Grange must promptly inflict such penalty as the offense merits.

60. The penalties recognized are four—

First—Reprimand.

Second—Suspension for a definite time.

Third—Suspension indefinitely.

Fourth—Expulsion.

61. *Trials*.—No member can be reprimanded, suspended or expelled for any cause whatever except upon written charges and specifications, and due notice of the time and place of trial being given, except as provided in Section 7.

62. Any member in good standing has the right to prefer charges.

63. All charges must be made in writing, setting forth the offense committed and specifications thereof, with the names of witnesses, and presented at a stated meeting, when they shall be read in open Grange, and spread upon the record. The Worthy Master shall then set a time for trial and order the Secretary to serve upon the accused a copy of the charges and specifications and names of witnesses, and also notify him of her of the time of trial, but in no case shall less than seven days' notice be given.

64. The Secretary may serve the notice in person or by mail. But if sent by mail a reasonable time shall be allowed the accused to receive it, in addition to the seven days. If the accused be present when the charges are presented it shall be sufficient notice.

65. At the time set for trial, if the accused fail to appear in person, or by counsel, or if he or she has absconded before notice is served, the Worthy Master may continue the case to some future time, or appoint

a competent member to appear for him or her and hear and decide upon the case as though the accused were present. Should the accused appear and plead guilty to the charges and specifications no further evidence is necessary, and the Grange shall at once proceed to fix the penalty.

66. Any member in good standing may act as counsel for the Grange or the accused.

67. The accused, when on trial, can not be allowed to vote on any question growing out of his or her own case.

68. After the evidence shall have been presented and the prosecutor and defendant, by themselves or counsel, have had an opportunity of being heard, the defendant shall retire and the Grange shall proceed to decide by ballot—first, whether the accused is guilty as charged, and, if found guilty by a majority of the votes cast, then to fix penalty, commencing with the highest grade and so on down until some penalty is determined.

69. *Rules of Evidence.*—The rules of evidence shall be, so far as applicable, the same as in the courts of equity, except that no oath shall be required of a witness.

70. The accused shall be a competent witness, but shall not be required by the Grange to give evidence unless they shall first offer themselves, in their own behalf, when they shall answer all questions relating to the case.

71. The evidence of Patrons who may be unable

to attend the trial, and of persons not members of the Order, shall be taken in writing by a committee appointed by the Worthy Master, of which the opposite party must, if possible, have notice.

72. At the time and place appointed the committee shall proceed to take the evidence of such witnesses, and read to each witness their evidence in the case, and request them to sign the same. The evidence thus taken shall be read before the Grange at the time of trial.

73. The Worthy Master shall decide as to the admissibility of any testimony, and all points of law and order which may be raised.

74. *Effect of a Penalty.*—The suspension of a member precludes, for the time being, all privileges or benefits of the Order.

75. A sentence of suspension or expulsion will be in force from and after the passage thereof until reversed by the Grange.

76. The refusal to submit to the penalty of reprimand will be equivalent to a suspension until the reprimand is administered or remitted.

77. All Granges are directed to provide themselves with convenient and suitable places for meeting, and in so far as possible, they are expected to own their places of meeting, or have such an interest in the same that they can control their use at such times as the Grange may direct.

78. *Amendments.*—These Rules and Regulations may be amended or repealed at any annual meeting of the State Grange by being proposed in writing, and concurred in by a majority of the members present.

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